

WROTHAM PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING, HELD ON WEDNESDAY 7th September 2022. In the Wrotham Pavilion TN15 7AH

Present: P Gillin (Chairman), H Rayner, C Mills, D Beach & Mrs B Jackson

In Attendance: Lesley Cox (Clerk), Eliza Ecclestone & Jason Butler

1. **Apologies for absence:**

Cllr Betts, Coffin (T&MBC Commitments), Denton & Vick

2. **Attendance Register**

The attendance register was signed, and declarations of interest duly noted.

All Meetings

Cllr's Gillin, Rayner, Betts, Beach, Denton & Mrs Jackson members of Keep Borough's Green

Cllr Beach member of the St George's Bell Ringers

Cllr Gillin member of Friends of Wrotham & Wrotham Xmas Lights

Cllr Mills chairman of Friends of Wrotham

Cllr's Rayner, Gillin & Mrs Jackson (committee member) members of Friends of St George's

Cllr Rayner member of St George's Church of England Wrotham

Cllr Rayner retired member of the Baltic Exchange Ltd

Cllr Rayner life member of the National Trust

Cllr's Rayner & Beach members of Kent Association of Change Ringers

Cllr Rayner assistant Village Magazine Deliverer

Cllr Rayner life member of the Royal National Lifeboat Institute

Cllr's Mrs Jackson & Vick member of Wrotham Fireworks

Cllr's Rayner, Gillin, Beach, Denton & Mrs Jackson members of the Campaign for the Protection of Rural England – WPC corporate member

Cllr Gillin committee member of Tonbridge & Malling branch of the Campaign for the Protection of Rural England.

Cllr Coffin firework provider for Wrotham

Cllr Mills committee member of Wrotham Music Festival

Cllr Mills director of charity, Good Food Matters.

Cllr Rayner Conservative Party Member

Cllr Rayner Member of Tonbridge & Malling Conservative Party Executive & Management Committees

Provider of Electrical Services to Wrotham Parish Council – all meetings Cllr S Vick

3. **Minutes**

The minutes of the meeting held on 3rd August 2022, proposed by Cllr Mills seconded by Cllr Rayner, and agreed and signed as a correct record by the Chairman

4. **Reports from PCSO and or Community Warden**

No Reports

5. **Public Question Time**

Mrs Ecclestone requested feedback on events held in the Wings of Morning Field. Cllr Mills as chairman of Friends of Wrotham provided an update on the extremely successful Steam Rally held in June, and the decision to disband the charity. The event will hopefully continue under the stewardship of the Malling Lions.

WPC has received no complaints in respect of any event held on the field this summer.

6. **Annual Rates of Hire Review**

i. Burial

It was proposed by Cllr Rayner, seconded by Cllr Beach and agreed unanimously to increase rates by 10% for 2023, rates below will apply from April 2023.

To Purchase Right of Burial in New Grave

For an earth grave for a period of 99 years, incl of Entry in Register of Grant	£758.00
For an earth grave for a child for a period of 99 years	£ NIL
For an earth grave for a stillborn baby or up to 1year old for a period of 99 years	£ NIL

To Purchase Right of Burial in Graves Previously Used for Limited Period Burials

As above

Ashes Plots

Single cremated remains plot, incl of certificate of ownership	£208.00
Double cremated remains plot, incl of certificate of ownership	£304.00

Where There is More Than one Interment in a Grave

First interment after 10 years purchase	£125.00
For second interment	£252.00
Ashes in re-opened grave	£ 64.00

For the Right to Erect Memorials etc

		Vat	
Headstone only	£260.00	£52.00	£312.00
Additional inscriptions	£ 64.79	£12.96	£ 77.74
Memorial for ashes	£ 64.79	£12.96	£ 77.74

ii. Pavilion

It was proposed by Cllr Rayner, seconded by Cllr Beach and agreed unanimously to increase rates by 12% for 2023, rates below will apply from April 2023. In respect of heavy users of heating the Clerk to assess the impact of the new energy contract pricing due to commence on the 1st March 2023 for gas and 15th February 2023 for electricity.

Main Hall

Cricket Club	per annum	£797.45
Flexi-School	per day	£ 59.25
Non Parish Users	per hour	£ 16.05
Non Parish Users	per hour Fri/Sat Evening	£ 17.95
Parish Users	per hour	£ 13.20
Parish Users	per hour Fri/Sat Evening	£ 14.55
Weekend Rate (Morris Men Only)	per weekend	£231.30

Ancillary Hall

Youth Groups	per hour	£ 12.30
Youth Groups	per hour bulk bookings	£ 11.20
Non Parish Users	per hour	£ 13.80
Non Parish Users	per hour Fri/Sat Evening	£ 15.30
Parish Users	per hour	£ 12.30
Parish Users	per hour Fri/Sat Evening	£ 13.45
Weekend Rate (Morris Men Only)	per weekend in conjunction with Main Hall	£ 48.15

Combined Halls

Non Parish Users	per hour	£ 22.40
Non Parish Users	per hour Fri/Sat Evening	£ 24.85
Parish Users	per hour	£ 19.00
Parish Users	per hour Fri/Sat Evening	£ 21.00

Shower Room Use	£ 12.00
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iii. Allotments

It was proposed by Cllr Rayner, seconded by Cllr Beach and agreed unanimously to increase rates by 10% for 2023, rates below will apply from April 2023.

Full Plot	£54.80
Half Plot	£28.90
Third Plot	£22.55
Quarter Plot	£14.50

iv. St George's Hall

It was proposed by Cllr Rayner, seconded by Cllr Beach and agreed unanimously to increase rates by 12% for 2023, rates below will apply from April 2023.

Parish Users

	Hourly Rate
Per Hour	£ 15.00
Per Hour Fri/Sat Evening	£ 16.25

Non Parish Users

	Hourly Rate
Per Hour	£ 20.00
Per Hour Fri/Sat Evening	£ 21.15

Non-Charitable – Commercial Events

Per Hour	£ 30.00
Per Hour Fri/Sat Evening	£ 32.50
Minimum Hire Fee (Incl next day until 12.00pm)	£246.40

Weddings

Weekend Rate (Friday 2.00pm – Sunday 12.00pm incl)	£448.00
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7. Title No K641323 Land in West Street

Deferred Cllr Gillin to check Land Registry for adjoining land ownership.

8. Reports if any from County Cllr and or Borough Cllr

County Councillor Harry Rayner

The loss of bus services due to the significant cut to bus subsidies has resulted in worried parents across the county.

The 222 now only runs on school days and is the only service with a pick up in Wrotham Village but doesn't serve schools in Tunbridge Wells. As a result of Go Coach's move to Swanley following the termination of the lease on their old bus station at Offord the TW10 , TW11 & TW13 have ceased compounding the situation. Negotiations with Autocar has resulted in the additional 221 serving Tonbridge and Tunbridge Wells Schools, however, children from Wrotham must travel to either Wrotham Heath or Borough Green Railway Station to pick up this bus. The 223 Gravesend to Tonbridge has a pick up opposite Labour In Vain Road, again a significant distance from the centre of Wrotham.

Getting to school is causing anxiety in a great number of children. KCC encourage children to overcome feelings of isolation and loneliness by participating in school clubs and societies, while at the same time removing all means of available transport to facilitate this participation. The budget savings KCC has made through these ill-conceived bus cuts is miniscule in comparison to the budget spend on combating loneliness and dealing with mental health issues in children.

Although members have yet to be briefed on KCC finances for 2023-24, it is possible that we will be looking a severe cut in the budget of between £80 - £100M. To fund this level of reduction in expenditure it is likely that the members grant funding scheme with cease. Parish Councils should take this into consideration when setting their precept.

9. Reports from various Committees

Grounds

CPA maintenance report – see attached

Blacksole Field Sub-Committee

The revised lease received from St Clere Estate's solicitors, still requires amendment in line with the agreed Heads of Terms. – Cllr Beach to respond.

Buildings

No Report

Highways

No further communications received from UK Power Networks on street lighting repair obligations.

Crime & Disorder

No Report

Finance

No Report

Planning

The minutes of the Planning Committee Meeting held on the 22nd August 22 were proposed by Cllr Rayner, seconded by Cllr Beach, agreed, and signed as a correct record by the Chairman.

Skate Park

No Report

Website

No Report

Climate Change Strategy

No Report

Youth

No Report

KALC

No Report

PPP

The first draft of the Local Plan, known as Regulation 18 is due to go out to public consultation on the 20th September 2022 for 6 weeks. T&MBC has decided not to include

any direct sites but to invite comment on the strategic direction the plan should take. Identified sites will be included at the Regulation 19 stage.

10. Correspondence Received

Edward Wright	Wrotham in Bloom – Proposal Previously emailed	Highways Committee to discuss and respond
KCC	Invitation to 14 th Kent Rail Summit 18 th October 2022 6.00pm Virtual Event via Microsoft Teams Previous emailed	Individuals to register via email link
North & West Kent Citizens Advice	The Big Energy Saving Network Project Previously emailed	To be advertised on WPC website
T&MBC	Specialist teams to get tough on littering – new initiative National Enforcement Solutions has been selected to tackle environmental crimes <ul style="list-style-type: none"> Littering: £150 reducing to £100 if paid within 10 days Dog fouling: £80.00 reducing to £50 if paid within 10 days Fly tipping: £400 Other waste offences: £300 The 1-year pilot scheme is being delivered at zero additional cost to the borough. NES will receive income from the fixed penalty notices that are issued Previously emailed Wrotham Hill Viewing point – Temporary closure initially for 12 months due to anti-social behaviour Previous emailed	For Information For Information
CPRE	Countryside Voices Summer 2022	For Information

11. Financial Matters

i. Cheques for approval and signature

It was proposed by Cllr Gillin, seconded by Cllr Rayner and resolved that the following accounts be passed for payment:

Payable To	Invoice Details	Amount	Cheque No
S Pugmire	Allotment Security Deposit Refund	£50.00	BAC 04/08/22
London Hearts *	Replacement Defibrillator Purchase	£902.40	BAC 04/08/22
Playsafety Ltd	Rospa Inspections including skatepark – BGPC & Platt PC to contribute Report not received to date	£235.80	S O 08/08/22
L Sharrard	Pavilion Security Deposit Refund - £30.00 deducted to cover damage	£70.00	BAC 16/08/22
G Bourne	Pavilion Security Deposit Refund	£50.00	BAC 22/08/22
D Sperring	Pavilion Security Deposit Refund	£50.00	BAC 22/08/22
D Lakomy	Allotment Security Deposit Refund	£50.00	
KCC	Contribution to works to permanently close Nepicar Layby	£5,000.00	25/08/22
C Brown	Pavilion Security Deposit Refund Goodwill Payment Total	100.00 80.00 £180.00	30/08/22
E Berger	Pavilion Security Deposit Refund	£50.00	
C Devenish	Pavilion Security Deposit Refund	£50.00	

Peter Barden	Litter Pick Open Spaces Maintenance – CPA Inspection/Repairs – Hedging – Pavilion Storage Gate Repair – Graffiti Removal – Rubbish Burning - General Clearance Pavilion Maintenance – Re-grout damaged tiling/Clean Fire Alarm Sensors Burial Ground Maintenance – Hedging – Stile Repair – Grave Repair – General Maintenance Total	262.50 577.50 30.00 195.00 £1,065.00	BAC 02/09/22
Kevin Holt	Ground Maintenance Works August 2022	£660.00	BAC 02/09/22
Lesley Cox	Salary August 22 deductions include pension contribution. Telephone Total	2,148.60 20.00 £2,168.60	BAC
HM Revenue & Custom	PAYE / NI August 22	£911.90	BAC
KCC Pension Fund	Pension Contribution August 22	£1,038.22	BAC
Borough Green PC **	Skate Park Weekdays – Saturday Inspections August 22	£101.92	BAC
Four Seasons Gardens Ltd *	Grounds Maintenance Contract 6 th Instalment 2022/23	£416.93	BAC
Assured Water Hygiene *	Pavilion Salt x 8 delivered on 23 rd August Pavilion Salt x 8 delivered on 2 nd September Total	92.00 92.00 £184.00	BAC
Viking *	Paper / Ink Cartridges	£73.91	BAC
S V Electrical *	Supply & Install Replacement Over Basin Water Heater	£216.00	BAC
GeoXphere Ltd *	Parish Online Software Annual Subscription	£84.00	BAC
Simon Cocker (Invicta Window Repairs)	Pavilion Window Repair	£285.00	BAC
St George's School	Festival of Light Donation agreed 3 rd August 2022	£500.00	BAC
KALC *	Playground Inspection Course – Kevin Holt	£80.00	BAC
NKCS *	Contract Cleaning July 2022 August 2022 Total St George's Hall to contribute	631.09 566.21 £1,197.30	BAC

Metro Bank Account Transfer	Pavilion Fire Alarm Batteries x2 *	44.23	BAC
	Speaker / Microphone / Cable – Village PA System *	609.38	
	CRPLUS Charge-Park Refund *	(100.10)	
	Pavilion replacement kettle + spare *	28.93	
	Fasthosts – Generic Email *	12.00	
	Pavilion / Open Spaces Maintenance Materials *	101.94	
	Account Fee	6.60	
	Total	£702.98	

* denotes items including VAT

** denotes 22.3% to be reimbursed

*** denotes 73.3% to be reimbursed

Payments made by Direct Debit / Standing Order Since Previous Meeting 3rd August 22

Playsafety Ltd	Rospa Reports CPA / Skatepark	£235.80	08/08/22
EDF Energy	Multi-Court Electricity	£9.18	11/08/22
Eon Next	Pavilion Electricity	£106.33	16/08/22
Npower	Unmetered Streetlight Supply	£303.77	17/08/22
Water Plus	Pavilion Metered Water	£43.76	
Water Plus	Allotment Metered Water	£9.44	
Water Plus	Burial Ground Metered Water	£4.86	
T&MBC	Burial Ground Rates	£52.00	22/08/22
BT Group	Parish Email	£7.50	
T&MBC	West Street Car Park Rates	£127.00	01/09/22

ii. Bank Reconciliation for sign off

The following account balances were checked, agreed and signed by Cllr Beach

BANK ACCOUNT BALANCES as at 05th August 2022

ACCOUNT	BALANCE
Current	£50.00
Business Reserve	£8,884.18
Business Savings	£33,234.91
Community Skate Park	£1.00
CCLA Parish Fund	£40,373.45
CCLA Community Fund	£121,278.36
Metro Account	£979.30
TOTAL	£204,801.20

BANK ACCOUNT BALANCES as at 05th September 2022

ACCOUNT	BALANCE
Current	£50.00
Business Reserve	£1,548.93
Business Savings	£33,238.08
Community Skate Park	£1.00
CCLA Parish Fund	£40,410.29
CCLA Community Fund	£121,388.92
Metro Account	£297.02
TOTAL	£196,934.24

12. Date of next Parish Council Meeting

The date for the next meeting as agreed on the 3rd August 2022 was proposed for the 12th October 2022 to be held in the Wrotham Pavilion at 7.30pm, with the date for the interim planning meeting to be advised.

13. Planning Committee to Consider

1. Applications received

Application Number	Address	Details	Parish Council Recommendation
TM/22/01767/FL	Old Terrys Lodge Terrys Lodge Road	Replacement dwelling following demolition of existing dwellinghouse, garden outbuilding and detached garage	No Objections
TM/22/01818/RD	Oakdene Cafe London Road	Details of condition 19 (drainage verification report) submitted pursuant to planning permission TM/20/00085/FL Demolition of existing building, erection of 7no. units for use within Classes B1c/B2/B8, access, car parking, a new electricity substation, refuse storage and associated works	No Comments
TM/22/01822/FL	Lea Croft Pilgrims Way	Demolition of garden room and erection of single storey garage (revised scheme of previous application withdrawn TM/22/00806/FL)	Attached refers
TM/22/01900/LDP	6 Pilgrims Way	Lawful Development Certificate Proposed: Extend the dropped kerb by 1.5m outside of driveway to enable better access for parking. The dropped kerb currently sits halfway along driveway	Wrotham Parish Council is aware that a previous application to extend the dropped kerb was prevented by the positioning of a utility manhole cover believed to be off pedestrian quality within this section of pavement.
TM/22/01905/FL	West Bank Kemsing Road	Replace existing conservatory with a single storey extension and extend existing dormer	No Objections

i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/22/01265/FL	24 West Street	Part first floor/part two storey side extensions and two storey rear addition	Approved 25 th August 2022
TM/21/02414/FL	Potters Mead Borough Green Road	Erection of a single storey new dwelling with detached garage and associated works	Application Withdrawn 22 nd August 2022

2. Correspondence Received

T&MBC Planning B Lists

PART 2

14. CCTV Upgrade – Quotations

The upgrade of equipment at the Multi-court, CPA & St George's Court was agreed, the final decision on contractor to be taken on receipt of the delayed quote.

15. **Pavilion Air Source Heat Pump**

Members are minded to upgrade to the hybrid system, where the Aerosmith water heater is retained for showers, subject to a financial cost analysis on return and duration.

16. **Annual Insurance Renewal**

If was agreed to accept the 3-year option with Aviva provided by brokers BHIB Councils Insurance.

The meeting closed at 8.45pm

.....Chairman

.....Date

TM/22/01822/FL Lea Croft Pilgrims Way

Demolition of garden room and erection of single storey garage (revised scheme of previous application withdrawn TM/22/00806/FL) | Lea Croft Pilgrims Way

Wrotham Parish Council object to the proposal for the following reasons

The 'garden room' appears to be around 2.75m x 2.75m and the proposed garage appears to be 4.5m x 8m which is yet another significant increase in built development in this hugely extended property in the Green Belt and AONB. The proposal, given the significant development that has already been consented, represents harm to the openness of the Green Belt and no very special circumstances have been advanced.

WPC note that the property benefits from an existing garage that is now labelled 'workshop'.

WPC Grounds Report August 2022



All of the wooden treads on the 'trim trail' have been replaced



The vandalised Wrotham Park sign was fitted with stronger posts and reset in concrete with rubber flooring above.



Springy horse had cracks filled with two-pack, sanded down and repainted.

The Wrotham Pavilion steps and decking has been patch repaired with metal plate. A new set of steps have been commissioned from Kas Welding. Both sides with posts and balustrade will be fabricated in metal and powder coated black.

They will be installed with 50mm wooden treads on Monday 24th October by carpenters Gary and Lewis.